The University of Guam does not discriminate on the basis of sex, race, color, religion, national or ethnic origin, disability unrelated to job requirements, age (except as permitted by law), citizenship status, marital status, or political affiliation. Furthermore, the University of Guam does not discriminate on the basis of sex in the admission to or employment in its educational programs or activities.

A N N O U N C E M E N T

November 4, 2026

THE UNIVERSITY OF GUAM SOLICITS APPLICATIONS TO ESTABLISH A LIST OF ELIGIBLES FOR THE FOLLOWING LIMITED TERM APPOINTMENT, FEDERALLY FUNDED PART-TIME POSITION (SUBJECT TO THE AVAILABILITY OF FUNDS):

Announcement No. **018-27**

Position Title
EXTENSION ASSISTANT II

Hourly Range:
UGPP/G-01 $14.50 - UGPP/G-18 $25.56 Per Hour

Opening Date: November 5, 2026
Closing Date: November 20, 2026

Location:
College of Natural & Applied Sciences (CNAS)/ Cooperative Extension Services (CES)

MINIMUM QUALIFICATION:
High School Diploma or GED and 31-90 college credits or three years' relevant and related work experience in raising or caring of chickens or other poultry.

PREFERRED QUALIFICATIONS:
· Currently enrolled as a UOG student under Agriculture tracts or Biology tract.

NECESSARY SPECIAL QUALIFICATION:
Must have a valid Guam driver's license.

QUALIFICATIONS REQUIRED:
Pursuant to Public Law 26-87 as amended by Public Law 29-113, all future employees of any position within the government of Guam will be required at minimum to possess one of the following:

1. A high school diploma; or
2. Successful completion of General Education Development (GED) Test; or
3. The equivalent of a general education high school program; or
4. Successful completion of a certification program, from a recognized accredited or certified vocational technical institution, in a specialized field for the job.

CHARACTER OF DUTIES:
Under the supervision of the Triton Farm Faculty and the Extension Associate Director, the Extension Assistant II will have duties that are hands-on and performed in and around poultry housing and farm facilities. The worker carries out daily flock-care, cleaning, sanitation, and maintenance tasks while following established procedures and responding to the needs of the farm. The position requires reliability, flexibility, and close teamwork with colleagues and supervisors to support the smooth operation of the farm and also assist in extension program deliverables including but not limited to outreach, workshops, fieldtrip and other activities of the extension program.

KNOWLEDGE, ABILITIES AND/OR SKILLS:
• Basic knowledge of poultry care, farm sanitation, and animal welfare, or the ability to learn these practices.
• Ability to observe and report changes in poultry health or behavior.
• Ability to follow verbal and written instructions, procedures, and safety requirements.
• Ability to keep accurate, basic records and communicate concerns clearly.
• Ability to work outdoors and perform routine physical tasks, including standing, walking, bending, lifting, and carrying supplies and/or feed.
• Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint), and online collaboration tools.
• Assist with extension and outreach programs, including workshops, field days, and community education events.
• Good communication and teamwork skills, including the ability to work cooperatively with colleagues and supervisors.
• Ability to use farm tools and equipment safely, or willingness to receive training.
• Must be willing to work a flexible work schedule that will include working on weekends, at least twice a month to support workshops and/or farm activities.

EDUCATION:
Applicants claiming degrees or credit hours are required to have an original or certified copy of the documents (e.g. transcripts, high school diploma or GED certification) accompany the application.

EXTENSION ASSISTANT II #018-27

WORK ELIGIBILITY:

Submission of completed job applications authorizes the University of Guam to seek and obtain information regarding the applicant's suitability for employment. All factors which are job related may be investigated (e.g. previous employment, educational credentials, and criminal records). All information obtained may be used to determine the applicant's eligibility for employment in accordance with equal employment opportunity guidelines. In addition, the applicant releases previous employers and job related sources from legal liability for the information provided.

Section 25103, Chapter 25, Title 10 of the Guam Code Annotated requires college or university employees to undergo a physical examination, to include a test for tuberculosis (skin or x-ray), prior to employment and at least annually thereafter. A report of such examination must be conducted by a licensed physician within a state or territory of the United States and must be submitted upon request.

Federal law requires presentation of eligibility to work in the United States within seventy-two (72) hours of reporting for employment. Specifically, 8 USC 1324A requires the employer to verify the identity and eligibility to work in the United States of all newly hired employees. The University of Guam is required to comply with this law on a non-discriminatory basis. If you are hired to fill a position within the University of Guam, you will be required to present valid documents to comply with the law.

POLICE AND COURT CLEARANCE:

Pursuant to Public Law No. 28-24 and Executive Order No. 2005-34, applicants selected for a position are required to provide original police and court (Superior Court of Guam) clearances of no more than three (3) months old prior to commencement of employment. Off-island applicants must obtain clearances from their place of residence. Applicants are responsible for fees associated with obtaining the clearances.

HOW TO APPLY:

Applicants must submit a Government of Guam Application Form to the Human Resources Office, located at the Administration Building, between 8:00 a.m. to 5:00 p.m. Monday through Friday except holidays. Applications may be obtained from this office, or the HR website: http://www.uog.edu/hro (under Forms). Requests for applications may be directed to the following address: Human Resources Office, University of Guam, UOG Station, Mangilao, Guam 96923. For further information, please call 735-2350/1.

UNIVERSITY INFORMATION:

Information on the University's campus security and fire safety may be accessed at https://www.uog.edu/safety-security/.

THE UNIVERSITY OF GUAM IS AN EQUAL OPPORTUNITY EMPLOYER AND PROVIDER:

The University of Guam complies with Public Law 24-109 in reference to the provisions and requirements of the Americans with Disabilities Act. Assistance in EEO/ADA matters and inquiries concerning the application of Title IX and its implementing regulations may be referred to the University's Director, EEO and Title IX/ADA Coordinator, located at the EEO/ADA Office, Dorm II, Iya Hami Hall, Room 104, Telephone No. (671) 735-2244; TTY (671) 735-2243; or to the Office of Civil Rights (OCR).

Joseph Gumataotao (Nov 5, 2026 08:41:33 GMT+10)

JOSEPH B. GUMATAOTAO
Chief Human Resources Officer

Extension.Assistant.II.11/04/26
Approved by CHRO 11/04/26